

Inspector General Institute Minutes of the Board Meeting December 8, 2005

1. The Board of Governors of the IG Institute met on December 8, 2005 at the USPS OIG Headquarters, 1735 North Lynn Street in Rosslyn, VA.
2. Attendees were:
 - Greg Friedman, PCIE Vice
 - Jill Gross, AIG, Commerce (Inspection and Evaluation Committee)
 - Bob Emmons, IG, Pension Benefit Guarantee (Human Resources Committee)
 - Ken Konz, IG, Corporation for Public Broadcasting (Audit Committee)
 - Dennis Schindel, Deputy IG, Treasury (Audit Committee)
 - Dave Williams, IG, United States Postal Service (Investigations Committee)
 - Helen Albert Assistant IG, Housing and Urban Development (Representing Ken Donahue for the Investigation Committee)
3. Greg Friedman opened the meeting by providing a brief background on the events that led to the establishment of the Institute and the importance of the governance role of the Board. He emphasized that both the PCIE and ECIE universally supported the establishment of the Institute because is critically important to the IG community as a whole. The Institute will break through stovepipes, improve efficiency, and provide quality training for the specialized needs of the community.
4. The following actions were completed by the Board:
 - Bob Emmons was elected Chairman of the Board
 - The top priority for the Board is to hire an executive director. The position will be advertised as a government and non-government position. Dave Williams agreed to take the lead on advertising the position. A selection committee of not less than three Board members will recommend candidates to the Board for approval.
 - It was agreed that the position Acting Executive Director would be filled by the school directors on a 90-day rotational basis. Tom Sharkey will serve as the Acting Executive Director initially.
 - Meetings will be held at the Institute monthly, and scheduled for the entire year.
 - The Executive Director would attend each Board meeting and provide a status report.
 - Following the report, the Board will meet in executive session at each meeting.
 - Bob Emmons agreed to raise two issues to Greg Friedman before the next meeting: (i) Should Board membership be restricted to IGs? , and (ii) Should the Institute be represented on the Executive Committee?

- It was agreed that the Institute should have oversight over the Journal of Public Inquiry, IGEL, the IG FEI program, and the annual IG Conference, but responsibility would have to be transferred gradually after an Executive Director was selected.
- The Acting Executive Director will provide the Board with a briefing in January on transition from individual schools to the Institute, including an operating budget.
- Board members will review the Business plan and By-Laws before the January and provide comments to the Chairman.